

**CALSERVE LEARN AND SERVE AMERICA
PARTNERSHIP GRANT CLOSE-OUT FY 2001-02
Year-End Expenditure and Matching Funds Report
for October 1, 2001—September 30, 2002**

The federal 01-02 grant period for Learn and Serve America (LSA) officially ended on September 30, 2002. Grantees are allowed an additional 90 days—until December 31, 2002, to liquidate encumbrances (pay bills incurred prior to 10/1/02).

If there is an unexpended balance on December 31, 2002, the CDE will invoice your local educational agency (LEA) for that amount. If you have questions regarding any unexpended funds please contact Barbara Eining (916) 319-0544. The CalServe Program Coordinator and the LEA business office representative should complete this form jointly. Please submit a separate form for each grant award by **January 10, 2003**.

LEA name				
LEA lead /program contact				
District fiscal contact				
Revenue . . . from CalServe LSA grant and required local match contributions ➡		Sources of required match		Total Program
		2001-02 CalServe Grant	District or county match	
	\$	\$	\$	\$
Expenditures for 01-02 ↓				
Salary & benefits (1000, 2000, 3000)				
Contract services (5000)				
Materials & supplies (4000)				
Travel (7000, 5000)				
Communications (5000)				
Trainings (7000, 5000)				
Administration/Indirect Costs (7300) Capped at 2.5 percent				
Evaluation (5000)				
Total expenditures . . .	CalServe	LEA	Private	Total
Unexpended CalServe funds ➡	\$	◀ CDE will bill the LEA for this amount in March 2003.		

Certified by: _____

Fiscal contact's signature

Title

Phone

Date